

Explanation of variances – pro forma

Name of smaller authority: **Englefield Parish Council**
 County area (local councils and **West Berkshire**)

Insert figures from Section 2 of the AGAR in all **Blue** highlighted boxes

Next, please provide full explanations, including numerical values, for the following that will be flagged in the green boxes where relevant:

- variances of more than 15% between totals for individual boxes (except variances of less than £200);
- **New from 2020/21 onwards:** variances of £100,000 or more require explanation regardless of the % variation year on year;
- a breakdown of approved reserves on the next tab if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

	2020/21 £	2021/22 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input, DO NOT OVERWRITE THESE BOXES	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	5,143	5,268				Explanation of % variance from PY opening balance not required - Balance brought forward does not agree, query this	
2 Precept or Rates and Levies	3,650	3,650	0	0.00%	NO		
3 Total Other Receipts	0	90	90	#DIV/0!	#DIV/0!	#DIV/0!	
4 Staff Costs	2,182	2,847	665	30.50%	YES		2020/21 Q4 income tax paid in FY2021/22; tax code correction
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	1,343	2,081	738	54.92%	YES		Change to private dog bin emptying contractor; increase in value of grants/donations; contribution to community event
7 Balances Carried Forward	5,268	4,080			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	5,268	4,080				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	1,071	1,071	0	0.00%	NO		Value of fixed assets for 2020/21 restated to ensure correct guidance applied for gifted assets
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable